



**METROPOLITAN
TRANSPORTATION
COMMISSION**

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Memorandum

TO: Administration Committee

DATE: July 3, 2007

FR: Deputy Executive Director, Operations

W.I.: 1611

RE: Contract Amendment - TOD Policy Evaluation and Implementation: Nelson/Nygaard Consulting Associates

Nelson/Nygaard Consulting Associates Inc. was selected competitively in FY 2005-06 to evaluate and implement the Commission's Transit-Oriented Development policy for MTC Resolution No. 3434 transit extensions. That contract was approved for an amount not to exceed \$400,000.

We are now proposing to add \$105,640 to the contract for additional technical assistance to local jurisdictions aiming to implement TOD and an additional annual evaluation that would be conducted in the summer of 2008 to provide further feedback to the Commission on the progress being made towards local implementation of the TOD policy.

Staff recommends that this Committee authorize the Executive Director, or his designee, to negotiate and enter into a contract amendment with Nelson-Nygaard Consulting Associates Inc. in an amount not to exceed \$105,640 in FY 2007-08, for a total maximum contract amount of \$505,640.

Ann Flemer

SH:JC

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract

Work Item No.:	1611
Consultant:	Nelson/Nygaard Consulting Associates, San Francisco, California
Work Project Title:	Implementation and Evaluation of MTC's Transit-Oriented Development (TOD) Policy
Purpose of Project:	Assist MTC with evaluating progress of local jurisdictions towards implementing Transit-Oriented Development and meeting the housing thresholds under MTC's Resolution 3434 TOD Policy.
Brief Scope of Work:	(1) Assist MTC staff in evaluating and implementing the Commission's TOD Policy for Resolution 3434 corridors; (2) Assist MTC staff in the evaluation of local station area planning grants awarded by the Commission; (3) Assist local jurisdictions in their efforts to implement TOD.
Project Cost Not to Exceed:	\$105,640 (previous contract = \$400,000)
Funding Source:	STP exchange
Fiscal Impact:	\$105,640 for this amendment is in the FY 2007-08 agency operating budget
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Nelson/Nygaard Consulting Associates and the Chief Financial Officer is directed to set aside funds up to \$105,640 for such contract amendment.
Administration Committee:	<hr/> Bob Blanchard, Chair
Approved:	Date: July 11, 2007